

**ILLINOIS AIR NATIONAL GUARD
ACTIVE GUARD RESERVE (AGR)
VACANCY ANNOUNCEMENT
NATIONWIDE**

HUMAN RESOURCES OFFICE ILLINOIS NATIONAL GUARD 1301 N. MACARTHUR BLVD. SPRINGFIELD, IL 62702-2317	POSITION TITLE: Emergency Management Journeyman (CBRN NCO)	ANNOUNCEMENT NUMBER: 15A-059	
UNIT OF ACTIVITY & LOCATION: 5th Civil Support Team Bartonville, IL		OPENING DATE: 12 Aug 15	CLOSING DATE: 12 Sep 15
MAXIMUM UMD GRADE: SSgt/E-5	REQUIRED AFSC(s): 3E951	APTITUDE REQUIREMENTS:	M: A: G: 62 E: P: 2 U: 2 L: 2 H: 2 E: 2 S: 1
SELECTING OFFICIAL: Lt Col Mark Wright		CML: 847-687-9689	
AREA OF CONSIDERATION: Military duty personnel eligible for a Title 32 AGR Tour with the Illinois Air National Guard/Civil Support Team (CST).		NOTE: 1. Position Announcement Number and Position Title must be included on application. 2. This position incurs a 3 year stabilization period from the completion of CSSC. 3. This is a fenced position.	

Conditions of Employment:

- Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. **RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty** and an **HIV test must be completed not more than six months prior to the start date of the AGR tour**.
- Air Force Fitness Standards. AGR Airmen are subject to the provisions of AFI 36-2905, Fitness Program.
- AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete the Statement of Understanding contained in ANGI 36-101 Attachment 3.
- Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or who have been involuntarily separated from the AGR Program are not eligible to reenter the program.
- Individuals must **NOT** be eligible for, or receiving, an immediate Federal (military or civilian) annuity.
- Enlisted applicant's military grade cannot exceed the maximum military grade authorized. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade IAW ANGI 36-2503, Administrative Demotion of Airmen, when assigned to position. **Acceptance of demotion must be in writing and included in the application package.**
- Member must meet all eligibility criteria in ANGI 36-101, Air National Guard Active Guard Reserve (AGR) Program.
- Member must hold the required AFSC or be eligible for retraining to the required AFSC and meet all eligibility criteria in AFECDAFOCD, 31 October 2012.
- PROFESSIONAL EDUCATION CENTER (PEC) –** Must attend the mandatory PEC course within 12 months, if required for Full Time Unit Support (FTUS) position.

Additional Information:

- AGR members will participate with their unit of assignment during Unit Training Assemblies (UTAs).
- Initial tours will not exceed 6 years. Follow-on tours will be from 1 to 6 years.
- To be considered for this position you must meet all minimum AFSC requirements to include the minimum ASVAB qualifying score. Scores are reflected on your personnel RIP. If your ASVAB scores do not meet the minimum required, contact your servicing FSS. You have the option to retake the test, however; you must schedule your test date and receive your new scores prior to the announcement closing date.
- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer program.

DUTIES & RESPONSIBILITIES:

Manages and executes the Installation Emergency Management (EM) Program. Implements DoD, AF, and national consensus standards and guidance into installation level instructions, plans, guides and checklists. Provides hazardous materials (HAZMAT) response capability for unknown or suspect CBRN incidents. Coordinates actions to ensure prompt response during EM operations including immediate mobilization of resources and participation of agencies and organizations. Provides technical advice to the Emergency Operations Center (EOC) Director. May operate a mobile communications center to provide a command and control platform for the Incident Commander. Establishes, monitors and maintains an integrated CBRN detection, warning, and reporting system. Prepares manual and automated plume models for CBRN events and interprets data for installation leadership. Determines contamination levels, identifies contaminated areas and coordinates with Bio-Environmental Engineers to establish proper protective measures. Collects and prepares samples and ensures proper transport of samples from suspected CBRN events. Advises, directs and supervises EM specialized teams. Organizes, schedules, and coordinates all aspects of the Emergency Management Working Group meetings including recording and distributing meeting minutes and tracking action items. Participates as an Installation Emergency Management Working Group (EMWG) member. Conducts unit and staff agency EM Staff Assistance Visits (SAV) ensuring EM organizing, equipping and training requirements are accomplished and related directives are followed. Develops installation SAV checklists to execute the SAV Program. Develops installation SAV schedule and conducts an EM SAV on all units annually. Provides a written report to unit commanders and briefs the Installation EMWG on findings and trends. Follows up on identified discrepancies to ensure corrective actions meet standards. Manages all aspects of the EM Training and Education Program. Determines requirements for training, facilities, space, equipment, visual aids and supplies to support training requirements, and monitors the training and education program to ensure effective use of support items. Develops and distributes multimedia presentations, lesson plans, educational pamphlets and handouts to support training efforts. Coordinates requirements with unit and staff agency training schedulers. Instructs indoor and outdoor training using lecture and demonstration-performance methods. Prepares and maintains training documentation. Performs trend analysis on unit scheduling, attendance and classroom utilization rates. Provides statistical data to senior leadership during the EMWG. Equips, maintains and manages the installation Emergency Operations Center (EOC) and serves as the EOC Manager and OPR for Emergency Support Function -5, *Emergency Management*. Determines requirements, develops EM budget, executes and monitors expenditures for EM materials and equipment. Ensures authorized and required CBRNE protective equipment and clothing, detection devices and monitoring instruments are available, calibrated and in serviceable, operating condition. Responsible for obtaining and maintaining communication equipment, global positioning system receivers, weather monitoring systems, computer modeling systems and other response-related equipment. Requisitions supplies and equipment for the Readiness and Emergency Management Flight and EM Support Team members. Maintains CBRN equipment and training munitions accounts. Provides equipment availability and condition status to senior leadership during the EMWG. Develops and coordinates EM plans and supporting checklists ensuring planning and response elements are incorporated into a single, integrated program. Provides input to or develops EM annexes, appendices, supplements, local support agreements and other documents supporting homeland defense and expeditionary operations. 2.17. Coordinates unit and staff agency support of the Installation EM Program with Unit EM Representatives. Performs Quality Assessment Evaluation; reviews Performance Work Statements on non-technical contracts for compliance. Acts as the installation liaison to the local emergency planning committee (LEPC). Establishes a working relationship with the LEPC to foster mutual support during disasters, responses and contingencies. Develops and coordinates EM mutual support agreements through the LEPC. Conducts individual protection determination, decontamination, warning and reporting activities.

Responsible to perform the duties of CBRNE Survey Team Chief in the event the CBRNE Survey Team Chief is not available during a WMD incident. Participates in the state of the art detection and sample collection technology training per the Survey Team training schedule. Expected to be proficient in NBC antidote administration, safe patient extraction, and crime scene/evidence preservation techniques. Follows the National Institute for Occupational Safety and Health (NIOSH) Guide when responding to incidents utilizing the appropriate respiratory protection. Utilize the established checklist and code words in reporting the detection, identification and sample collection actions in the Hot Zone/contaminated area. Serve as Survey Team Chief in the absence of the Survey Team Chief. Actively participates in the (mission) briefs entering an incident site including the review of all known information on the hazard, wind direction and speed, safety precautions, types of tests to be accomplished, and mission GO or NO-GO criteria. Performs all operational tasks while wearing each level of Personal Protective Equipment (PPE). Identifies TIC warning placards and NATO contamination markers-report when/where/how they are used. Cross and mark contaminated areas. Processing through decontamination sites. Employing hand held CBRNE

detection and identification equipment to confirm the presence of CBRNE contamination. Obtains chemical and biological samples for medical/scientific analysis. Rescues and delivers any injured persons to the decontamination station. Observing and reporting information on the physical layout of the incident site. Attends designated agency domestic terrorism threat briefings.

SPECIAL INFORMATION:

1. The airman must be willing to relocate to local commuting area.
2. Individual selected must perform all duties and complete required training outlined in the Position Description and/or appropriate regulations.
3. Existing ANG military promotion policies apply and additional Active Component schooling may be required on AGR tour.
4. Subject to program continuance, members satisfactorily completing initial tour will be afforded priority for tour extension renewal.
5. Individual selected must be qualified in appropriate AFSC/AOC. Airman in the grade of E-5 and below who are not AFSC qualified may be selected; however, they have 1 (one) year to obtain the appropriate AFSC or they will be terminated from the AGR program.
6. The CST is operationally ready 24 hours/day/week for both real world mission requirements and training/exercises. The team may work under hazardous and potentially life threatening conditions. **All CST Team members will potentially train/work with live chemical, biological, and radiological agents/releases as a result of training and/or operations.**
7. Individuals assigned to WMD-CSST teams incur a three-year service obligation upon completion of the CSSC IAW Paragraph 13-19 NGR 500-3/ANG 10-2503. This does not preclude advancement to positions within the team as vacancies occur. The AGR Certificate of Agreement and Understanding, NGR 600-5, Appendix B will be with standard form used for WMD-CST duty commitment.

AREAS OF CONSIDERATION FOR INITIAL AGR TOURS:

1. On-Board Title 32 Air National Guard AGR personnel to include IL ANG personnel currently on Title 10 AGR tour with NGB.
2. Traditional, M-Day members of the IL ANG who are eligible to acquire AGR status to include having served a minimum of two years in the Guard or Reserve.
3. Eligibility of female personnel will be consistent with existing Department of the Air Force combat policies.

MINIMUM ELIGIBILITY CRITERIA:

Must meet requirements as stated in the "Areas of Consideration." Must be a federally recognized member of the IL ANG or eligible to acquire such status, and should have served for a minimum of 2 years in the Guard or Reserve. Must be able to complete a 3-year initial tour of AD or FTNGD prior to 18 years of active service. The date of mandatory removal from an active status based on age, or service (without any extensions), under any provision of law or regulation, as prescribed by current directives. Must be able to accrue a minimum of 10 years active service. This requirement may be waived by NGB. Must not be a candidate for an elective office, hold a civil office, or are engaged in partisan political activities. Must not be under a current suspension of favorable personnel actions. Applicants who voluntarily separate from the AGR program for one or more days are not eligible to reenter the program for one year from date of separation without an NGB waiver (Applicable only if announced for those eligible to enlist in the ILANG and/or current members of the ILANG). Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities (Applicable only if announced for those eligible to enlist in the ILANG and/or current members of the ILANG). Individuals who voluntarily resign from the AGR program in lieu of mandatory or involuntary separation action are not eligible to reenter the program (Applicable only if announced for those eligible to enlist in the ILANG and/or members of the ILANG). Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program (Applicable only if announced for those eligible to enlist in the ILANG and/or members of the ILANG).

APPLICATION INSTRUCTIONS

APPLICATIONS MUST BE SUBMITTED FOLLOWING THE INSTRUCTIONS ON THIS ANNOUNCEMENT

******INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED******

NGB 34-1: Must type or print in legible dark ink, must include announcement number and position title on each application, must sign and date each application. Failure to sign and date these forms will result in non-consideration.

1. **Complete Copy of Report of Individual Personnel (RIP) within last 30 days.** RIP can be obtained from the servicing Force Support Squadron (FSS). In lieu of a RIP, applicant may provide a printout from the Virtual MPF (VMPF). Select 'Record Review', and then 'Print/View All Pages'. **Documents must show your ASVAB scores (enlisted personnel only).**

2. **Copy of current physical (must include PULHES) & Report of Individual Fitness from the Air Force Fitness Management System (AFFMS) within last 12 months.**
 - AF WebHA, Web Based Health Assessment, (CURRENT within 12 months)
 - AF Form 422, Physical Profile Serial Report (CURRENT within 12 months), must include PULHES
 - SF 600, Preventive Health Assessment (PHA)
3. Background Survey Questionnaire 79-2 OMB **FORM 1386 (OPTIONAL)**

SECURITY CLEARANCE: Must possess a valid security clearance required for the grade, AFSC and AGR duty position.

COMPLETION OF APPLICATION: Fax will not be accepted. **Applications will only be accepted if they are physically received in the Human Resource Office by the closing date of the vacancy announcement. No exceptions will be made.** You may staple your application. Do not bind, tab, or use document protectors. Submit only single sided copies of all application documents submitted. Applications mailed in government envelopes will not be accepted.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted on your unit/activity bulletin board.

THE ILLINOIS NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER: Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Selection will be made from those applicants determined best qualified in terms principally involving experience, demonstrated ability/performance, training, character, conduct and attitude.

Where to forward application: TAG of IL, Attn: HRO, 1301 N. MacArthur Blvd., Springfield, IL 62702-2317. Applications Must be received and date stamped into this office no later than the closing date of the announcement. **Incomplete or late packets will not be considered.**

Questions concerning the contents of this notice may be directed to the Human Resource Office, telephone CML: (217) 761-3707, DSN: 555-3707.

Illinois National Guard vacancies can be viewed at <http://www.il.ngb.army.mil>. Click for All Job Openings.